

LANCE RAMIREZ

Springfield, Missouri 65806 605-850-1563 lanceramirezz21@gmail.com

PROFESSIONAL SUMMARY

Reliable candidate ready to take on challenges using problem-solving and task prioritization skills to help team succeed. Excited about opportunity to take next career step.

SKILLS

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|--------------------------------|--------------------|------------------------|
| • Table Bussing | • Order Management | • Beverage Preparation |
| • Supply Restocking | • Food inspection | • Customer Service |
| • Safe cleaning with chemicals | • Engine Cleaning | • Vehicle transport |
| • Attention to detail | • Stain removal | • Exterior detailing |
| • Headlight restoration | • Odor elimination | |

EXPERIENCE

Server October 2023 - February 2024

- Steak N Shake | Springfield, Missouri 1550 S Glenstone Ave
- Communicated professionally with customers, colleagues and supervisors.
 - Delivered food and beverages promptly to customers.
 - Explained details for new menu items and daily specials.
 - Listened to guest needs and responded promptly for personalized service.
 - Followed safety, sanitization and food handling guidelines.
 - Processed credit card transactions, gift cards and cash payments.
 - Took accurate notes detailing customer orders.
 - Assigned and arranged tables for large groups.
 - Memorized menu additions, changes and limited offerings.

Car Lot Attendant November 2021 - September 2022

- Corwin Dodge of Springfield | Springfield, Missouri
- Guided vehicles into and through parking lot to correct spaces.
 - Conducted regular inspections of vehicles to ensure cleanliness and maintenance needs were met.
 - Cleaned vehicle interiors and exteriors, ensuring polished appearance for customer satisfaction.
 - Coordinated with sales and service departments to ensure timely movement of vehicles between areas.
 - Installed license plates on newly sold vehicles according to dealership policies.

EDUCATION

High School November 2021
Buffalo High School, Buffalo, Minnesota

LANGUAGE

Spanish	English
<div><div></div></div> Advanced	<div><div></div></div> Native